

**Facility ID:**

### **CHECK LIST FOR EMISSION STATEMENT REVIEW**

1. Are there multiple emission statements in the envelope?
2. Any relevant comments in the cover letter?
3. Is the Emission Statement under EST060001? If not, need to be changed by NJDEP personnel.
4. Run Administrative Check. Any errors?
5. Is the Year correct?
6. Does the Facility Type match that on the Enforcement Inspection Targeting Screen (Major, OP-Pending = Major; Minor, Synthetic Minor = Minor)?
7. Was NAICS reported?
8. Is the correct County picked?
9. Are all CD, PT, & E linked to Emission Unit / Batch Process Inventory?
10. Are there any SCC's containing "A", "999", or "000"?
11. Were FC's and OS0-Summary's summed correctly?
12. Have all FG and IS emission information been reported?
13. Are any data marked confidential? If so, did they submit the confidential data on paper according to the Guidance Document?
14. Were there sources that were marked deletion, did not operate, or had no reportable emissions that had emissions reported?
15. Is NO<sub>x</sub> reported for 5/1-9/30?
16. Are TSP, PM<sub>10</sub>, and PM<sub>2.5</sub> are all reported for particulate sources?
17. Were all the pollutants reported?
  - Major: CO, NO<sub>x</sub>, Pb, PM<sub>10</sub>, PM<sub>2.5</sub>, TSP, SO<sub>2</sub>, VOC, and ammonia at source level; CO<sub>2</sub>, methane, and TAPs at facility wide level.
  - Minor: CO, NO<sub>x</sub>, and VOC at source level; TAPs at facility wide level.
18. Did facility report pollutants in RADIUS without picking from the drop down list, i.e., they typed it?
19. Were Control Operations reported?
20. Are all fuel combustion sources reported with correct Equipment Type (FG – should be IS or U)?
21. Were IS combustion sources reported at the source level?
22. Was all fuel usage for fuel combustion sources reported (tons ok for coal power plants)?
23. Were Source Details for fuel combustion sources reported (not for OS0 with multiple sources)?
24. If GR was used, was it permitted? If yes, was there double reporting of emissions from GR and other Subject Items?
25. If BP was used, was it permitted? If yes, was there double reporting of emissions by reporting under ST0 and OS0 when reporting BP?
26. Were all of the combustion pollutants reported for fuel combustion sources that were reported under BP and GR (Skip if #24 & #25 were 'no')?

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27. Compare emission statement structure with permit(s).
28. Do process & emissions data follow reasonable trend? Facility-wide emissions comparison is a must. Is the data within reasonable range?
29. Do the process data, emission factors, Source Details, and Control Operations correlate with the reported emissions?